



**Livestock and Seed Program
Audit, Review, and Compliance Branch
Quality System Audit Report**

Applicant: Georgia Crop Improvement Association Organic Certification Program (GCIA)
Program : National Organic Program/Accreditation for Organic Certification
Organizations- Annual Update
Location(s): Athens Georgia
Audit Date(s): June 3, - August 7, 2003
Audit File Number: NP3154DA
Action Required: No
Auditor(s): Steve Ross
Contact & Title: Terry Hollifield, Executive Director
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AUDIT ACTIVITIES

On June 3- August 7, 2003, a representative of the USDA, AMS, LS Audit, Review, and Compliance (ARC) Branch conducted a review of annual update documents submitted by the Georgia Crop Improvement Association (GCIA) Organic Certification Program, Athens, GA to verify continued compliance to the USDA, AMS 7 CFR Part 205, National Organic Program (NOP). Terry Hollifield, Executive Director of GCIA submitted requested information on several dates of the review period. ARC Branch Checklist 1025C was used as a basis for determining compliance with the NOP Rule. Information submitted by GCIA included:

- Current Fee Schedule
- List of all seven certified clients (all located in Georgia)
- Resumes of two new Certification Committee members
- Program Manual updates for the new composition of the GCIA Certification Committee
- Annual conflict of interest statements for all Board of Directors and personnel involved with the certification decision dated April 2003
- Three handler/processor files and two grower files that included OSP, Inspection reports, certification decisions and copies of the certificate issued
- Annual evaluations of all personnel involved in the certification decision including the Executive Director dated 6-24-03
- GCIA Annual Program review dated 6-24-03. The review identified that GCIA was not sending the inspection reports to the clients and GCIA corrected this by sending reports to the clients

FINDINGS

The files and information submitted by GCIA for the annual update complies with NOP requirements. No non-compliances were found during the review.

RECOMMENDATIONS

I recommend that the GCIA accreditation be continued with surveillance by appropriate members of the USDA.